



## Baltimore City Department of Human Resources

Elliott L. Wheelan, Director of Human Resources

Martin O' Malley, Mayor

**EXAMINATION FOR:** **ELECTRICAL MECHANIC SUPERVISOR (PROMOTION)**

**SALARY:** \$29,805 – \$36,152 **GRADE:** 87

**CLOSING DATE:** May 16, 2003 is the last day to file an application.

**POSITION:** An Electrical Mechanic Supervisor supervises electrical installation, maintenance and repair work.

**NOTE:** Employees may be required to provide their own hand tools.

The eligible list may be used to promote persons as vacancies arise.

**MINIMUM QUALIFICATIONS:** On or before the date of filing the application, eligible City employees must:

Have a valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license acceptable to the Office of Risk Management;

AND

Have graduated from an accredited high school or possess a GED certificate;

AND

Have five years of experience in the maintenance, installation and repair of electrical systems and equipment or building construction electrical work.

Six months of additional experience in the maintenance, installation and repair of electrical systems and equipment or building construction electrical work may be substituted for each year of the high school or GED requirement.

Completion of one year of the required course work in an electrical curriculum in an accredited high school or vocational school may be substituted for six months of the experience requirement.

Completion of an approved electrical apprenticeship program may be substituted for three years of the experience requirement.

**NOTE:** YOUR LICENSE MUST BE RECORDED ON YOUR APPLICATION AND WILL BE VERIFIED BY THE APPOINTING AUTHORITY. PROVISIONAL DRIVER'S LICENSES AND LEARNER'S PERMITS ARE NOT ACCEPTABLE.

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KMT/mk POSTED: 5/5/03

Apply to: Baltimore City Department of Human Resources • 201 East Baltimore Street • Suite 100 • Baltimore, Maryland 21202 • (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

**An Equal Opportunity Employer**

[www.baltimorecity.gov](http://www.baltimorecity.gov)

(see reverse side)

**APPLICATIONS:** Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

**PHYSICAL EXAMINATION:** Eligible candidates must pass a job-related physical examination administered by the City.

**TESTING FOR DRUGS:** Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

**ELIGIBILITY:** Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

**SERVICE FEE:** City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

**SELECTION PROCESS:** Only classified City employees who indicate the minimum qualifications on their applications and have successfully completed the probationary period on or before the last day for filing applications are eligible to compete in this examination. The examination will consist of a rating of training and experience. Candidates are required to make a converted score of not less than 70 on a scale of 100. The license, training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for this position. Qualified candidates will be graded, with appointment made from all candidates within the top five scores.



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Department of Human Resources  
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Suite 100  
Baltimore, Maryland 21202